



SANTA MONICA COLLEGE  
ACADEMIC  
SENATE

MINUTES

Tuesday, October 31, 2017

11:15am-12:35pm, Business Building Room 144

[Attendance and Voting](#)

**I. Call to Order and Approval of Agenda**

**Motion: E. Meyer**

**Second: M. Trujillo**

**Passed at 11:20 am**

**II. Public Comments (Two- minute limit per person)**

English department faculty, Hari Vishwanadha announced a lecture scheduled for November 9<sup>th</sup> to discuss a newly-released book from an English instructor. Additionally, there are 20 days left for UC system applications due date. The English department offers a noncredit workshop online that could help students with their transfer applications and for faculty to announce to students that they can send a request through email to be part of this class.

**III. Major Items of Business**

**A. Model Course Syllabus, W. Griffy**

This syllabus will replace the model course syllabus that the college currently utilizes. W. Griffy said that there were minor changes made to the previous template. The new template now has a key at the top to explain it for new users. In the Executive Committee meeting, last week, a suggestion was made to change 'Mandatory' to 'Essential' in terms of some of the language. In addition, there was a suggestion by M. Mazorow to add a statement regarding accommodations for missed exams by students who use the Disabled Student Programs and Services (DSPS) center. The challenge now is that there is a schedule conflict with night classes for some DSPS students. Due to these issues, a student may need to change the day of the exam. J. Darwiche suggested that an explanation explaining what constitutes an "emergency" is added with regards to rescheduling exams. Griffy responded that this is optional for faculty, and there was a discussion about the definition of emergency. Mazorow also responded by offering what she advises her own classes, that she reserves the right to make a decision on a case by case basis. B. Antrim suggested that the new template state that the materials assigned should follow the outline stated by course of records. Griffy added that he'll bring it back to the Senate in two weeks.

**Motion: P. Morse**

**Second: B. Antrim**

**Passed at 11:34 am**

**B. BP 5160 Program Review Committee, V. Drake**

Drake was not present for today's meeting of the Senate. Because President Donahue did not yet receive the updated document, a motion was moved to table it.

**Motion: M. Trujillo**

**Second: M. Moassessi**

**Passed at 11:40 am**

**C. Revision to Bylaws, M. Mazorow**

M. Mazorow presented changes in the Bylaws. Currently, when a department does not nominate a senator, the Academic Senate President appoints one. According to the new bylaws, if no senator is nominated, then the seat will stay vacant for a year. If curriculum area representatives are not nominated, then clarification was added that the appointment would be for a three year term.

The new bylaws change the scope of the Sabbaticals and Fellowships Committee to allow it to take responsibility for awards and to reflect changes in AR 3215 Sabbaticals which was revised Spring 2017. The Revisions to the bylaws were approved as a first read.

**Motion: B. Magallon**

**Second: J. Beardsley**

**Passed at 11:56 am**

**D. Spring Elections, M. Mazorow**

M. Mazorow presented the dates and processes for the election of senators and Senate officers.

**IV. Consent Agenda**

**A. Minutes of 10/17/2017**

**Motion: J. Resnick**

**Second: W. Griffy**

**Passed at: 12:04 pm**

**V. President's Report/Information Items**

**A. Common Assessment Initiative**

N. Donahue discussed the passage of AB 705 by the legislature and the termination of the CAI (Common Assessment Initiative) by the Chancellor's Office. The termination of CAI is meant to encourage colleges to use high school assessment data. L.

Kawaguchi mentioned that for ESL students, high school transcripts might not be available, and we may need to devise a local assessment test in case high school data is insufficient. President Donahue asked the Senate for suggestions as to how can students be assessed in English, Math and ESL. There was a discussion about using several measures to assess students and also use the high school transcripts as a measure. The state is promoting a disjunctive model of assessment in which the highest score from any series of multiple measures is used for placement, not an average of all measures.

**B. “All Gender” Bathrooms in STEM building**

N. Donahue mentioned that “all gender bathrooms” will be available in the STEM building, and expressed his hope that all future buildings will include “all gender” bathrooms.

**C. DPAC and the Integrated Planning Process**

DPAC is going through a reorganization process due to suggestions made by the accreditors. One suggestion was to clearly state the purpose of DPAC and its functions. As we change Board policies, it is time to talk about changes in DPAC scope and function.

**VI. Announcements from the Floor**

The Social Committee is hosting its first Senate Sunday, scheduled for December 3<sup>rd</sup> at the Getty Center. President Donahue will give a walking tour of the Giovanni Bellini exhibition, followed by lunch. Also, the Social Committee is hosting its annual holiday party on Thursday, December 7<sup>th</sup> from 3:00 – 6:00 p.m. at the Alumni office.

**VII. Adjournment**

**Motion: J. Hernandez**  
**Second: M. Strathearn**  
**Passed at 12:33 pm**